

February 27, 1985

NATIONAL INSTRUCTION 390-308

SUBJECT: PDM - RESOURCE CONSERVATION AND DEVELOPMENT (RC&D) PROGRAM, RC&D MEASURE DATA BASE

<u>Purpose</u>. To transmit instructions for completing the enclosed worksheets preparatory to submitting data to the RC&D measure data base maintained by the National Headquarters.

Effective Date. This instruction is effective when received.

Background. A reporting system is being developed to replace forms SCS-PDM-002, Measure Completion Report; SCS-PDM-003, Summary of Measure Progress; and SCS-PDM-004, Annual Summary of Accomplishments and Highlights (formerly forms SCS-RC&D-2, SCS-RC&D-3, and SCS-RC&D-4). Data collected on the worksheets will be used for the RC&D program evaluation and to provide information for overall RC&D program and budget management.

States should duplicate sufficient copies of the enclosed worksheet for each authorized RC&D area.

For assistance or clarification, contact the RC&D staff, Basin and Area Planning Division, on FTS 447-7697 or 202-447-7697.

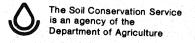
Forms Canceled. Forms SCS-PDM-002, SCS-PDM-003, and SCS-PDM-004 are canceled. Please notify field offices to discard existing stock.

J. C. HYTRY

Associate Deputy Chief for Programs

Enclosures

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NATIONAL INSTRUCTION 390-308

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380.01(d)

§308.00 Introduction.

This instruction provides worksheets and directions for gathering and transmitting data to the RC&D measure data base. Data collected on the worksheets will be used for the RC&D program evaluation and to provide information for overall RC&D program and budget management. Much of the data called for on the RC&D measure worksheets will be deleted after the program evaluation is complete. The data base will be modified in 1987 to request only that information necessary for program and budget management.

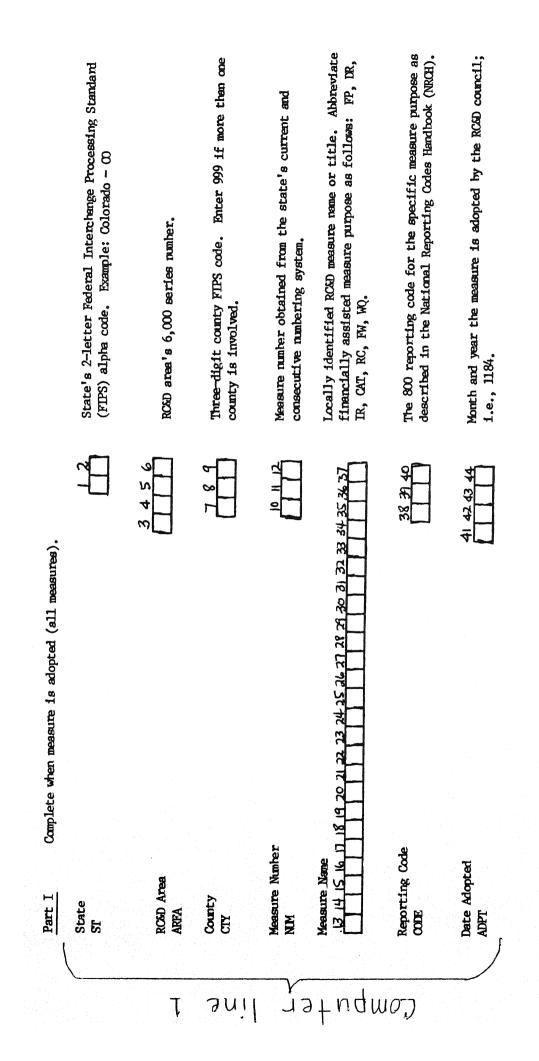
§308.01 RC&D Measure Worksheets - RC&D Measure Data Base.

RC&D measure worksheets are divided into four parts. Each part has a specific purpose and time frame for completion. Complete the four parts as follows:

- (a) Part I must be completed when a measure is adopted. It gives the basic description of the measure. Complete this part for all measures.
- (b) Part II is to be completed when a financially assisted measure is signed. This begins the actual budget planning process for the measure. This part is not used for associated measures.
- (c) After the measure is signed, Part III must be completed by May 1 and November 1 until the measure is accomplished. This part provides budget data for both state and National Office use. Complete Part III for RC&D financially assisted measures only.
- (d) Part IV is the measure completion or cancellation report. It is designed to capture some of the more tangible inputs and outputs of the program. Complete Part IV for all measures.

§308.02 Responsibilities.

In the past, RC&D coordinators have been assigned most of the responsibility for reporting measure progress. Additional information required for the evaluation and budget management will make it necessary for other staff persons to assist the coordinator. States are to develop their own procedures to secure the necessary data. Hard copies shall be completed and retained until the information can be entered into the RC&D measure data base via the Harris or another compatible system. A software package is being developed by an outside contractor and is scheduled for operation in the spring of 1985. The period selected for evaluation includes fiscal years 1984, 1985, and 1986. Therefore, complete the worksheets for all measures adopted, canceled, ongoing, and completed in these years. Complete worksheets even if measures adopted, cancelled, completed, and ongoing have already been reported for fiscal years 1984 and 1985.



308-5

The 800 reporting code for the specific measure purpose as described in the National Reporting Codes Handbook (NRCH). Month and year the measure plan is signed by the state conservationist; RCAD program financial assistance estimate from the measure plan, in RCAD program technical assistance estimated from measure plan, in N U M Number County <u>-</u>-ပ Complete when measure plan is signed (financially assisted measures, only). thousands of dollars. thousands of dollars. Ø [±] Arrea × 1.e., 1184, ⋖ State S 49 SO SI 52 53 54 55 Sb 45 46 47 48 RC&D MEASURE DATA BASE WORKSHEET RCAD Technical Assistance RC&D Financial Assistance Date Planned (signed) Reporting Code CODE Part II 308-4 Computer Snil

State Area County Number State Area County Number State Area County Number State Area County Number State Area County Number	RCAD program financial assistance (FA) estimate, if changed from last entry, in thousands of dollars.	RC&D program technical assistance planned, if changed from last entry, in thousands of dollars.	Total RC&D program FA obligated to date on this measure in thousands of dollars.	Month and year project agreement is signed.				
1 following signi	49 50 51 52	955565	57 58 59 60	61 62 63 64				
RC&D MEASURE DATA BASE WORKSHEET Part III Complete by May 1 and November	RC&D Financial Assistance FA PL	RC&D Technical Assistance TA PL	RCKD Funds Ohligated To Date OBLG	Date Project Agreement Signed SGN A				
Computer line 1								

State Area County Number	STAREACTYNUM pleted or cancelled).	The 800 reporting code for the specific measure purpose as described in the National Reporting Codes Handbook (NRCH),	Youth and year the measure is cancelled by the RCKD council, i.e., 1184.	Month and year the measure is completed; i.e., 1184.	Actual amount of RCKD program financial assistance (FA) used in completing the measure, in thousands of dollars.	Estimated amount of RC&D program technical assistance (TA) used in completing the measure, in thousands of dollars.	Federal EA other than RC&D. The applicable 5-digit agency/program code from the Catalog of Federal Domestic Assistance. Applicable to financially assisted and associated measures.	Actual amount of federal program funds from sources other then RCAD, Applicable to financially assisted and associated measures, in thousands of dollars.	Federal FA other than ROXD. The applicable 5-digit agency/program code
EET	t (all measures when com	38 37 40	29 99 99 99 99 99 99 99 99 99 99 99 99 9	69.70.71.72	JF 374 FET	08 61-81-17	13 14 15 16 17	18 19 20 21 23	75 25 25 25
₩ S RC&D MEASURE DATA BASE WORKSHEET O	Part IV Measure completion report (all measures when completed or cancelled).	Reporting Code OODE	Date Measure Cancelled CNC.	Date Implementation Completed	RCAD Financial Assistance A FA	RC&D Technical Assistance E TA	Other Federal Program Funds (code) OFF C	Other Federal Program Funds (amount) OFF A	Other Federal Program Funds (code) OFF C

Actual amount of federal program funds from sources other than RCED, Applicable to financially assisted and associated measures, in thousands of dollars,

from the Catalog of Federal Domestic Assistance. Applicable to

firmncially assisted and associated measures.

Computer line 1

Computer line 2

Other Federal Program Funds (amount) OFF A

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program funds.

	Temporary-full time employment created (new jobs) by the measure, in number of jobs.	Temporary-part time employment created (new jobs) by the measure, in number of jobs.	Permanent-full time employment created (new jobs) by the measure, in number of jobs.	Permanent-part time employment created (new jobs) by the measure, in number of jobs.	Permanent-full time employment retained by the measure, in number of jobs. "Old" jobs that would have been eliminated, but the measure implemented retained their full-time employment.	Expected life or replacement time of the measure in years. Applicable to all measures involving construction activities. Not applicable to service-oriented measures.	Average annual flood damages before the measure was installed, in dollars.	Average annual flood damages after the measure was installed, in dollars.	Average annual soil erosion before the measure was installed, in tons per year,	Average amound soil erosion after the measure was installed, in tons per year,
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Part IV (continued)	Employment Created (TFT)	Employment Created (TPT)	Employment Created (PFT) PFT	Employment Created (PPT) PPT	. Employment Retained (PFI) PFIR	Measure Life	Flood Demages (w/o) FD WO	Flood Demages (w) FD W	Erosion (w/o) ER WOT	Erosdon (w) ER WI

Part IV (continued)

Erosdon Damages (w/o) ER WO

Erosion Demages (w)

ER W

Sedimentation (w/o) SD WOT

Sedimentation (w) SO WT Sediment Damages (w/ SD WO Sediment Damages (w) SD W

Water Conservation H20 C

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Average annual amount of erosion damage before the measure was installed, in dollars.

Average annual amount of erosion damage after the measure was installed,

in dollars.

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Average annual amount of sediment delivered before the measure was installed, in tons per year.

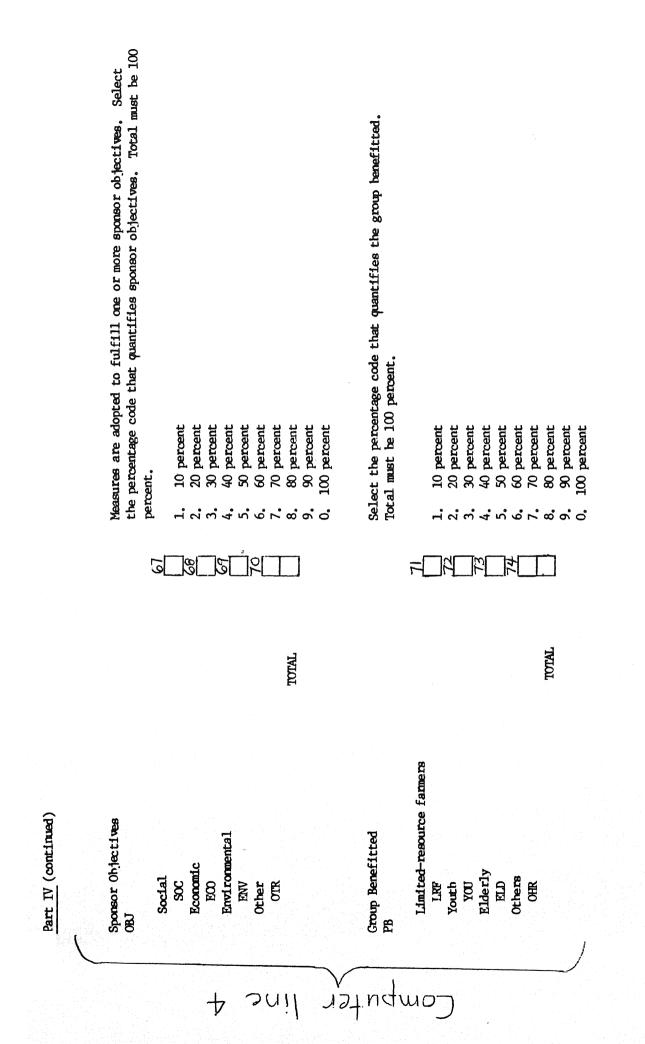
Average annual amount of sediment delivered after the measure was installed, in tons per year.

Average annual anount of sediment damage before the measure was installed, in dollars. 53 54 55 54 57

Average annual amount of sediment damage after the measure was installed, in dollars. 5859 60 61 62

Irrigated land benefiting from the measure, in acres.

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